

<b>UNDP</b>	
Philippine Country Office Registry	
<b>ANNUAL WORK PLAN</b>	
Date Received:	07-07-13
Forward to:	AS
Country:	Philippines
cc:	(1)

## 2013 Annual Work Plan

**Project Title:** Partnerships for Biodiversity Conservation Mainstreaming in Local Agricultural Landscapes  
Project IDA 00074945

**UNDAF Outcome:** By 2016, increased capacity of the stakeholders to protect/enhance the quality of the environment and sustainably manage natural resources.

**Expected CPD Output(s):** Key stakeholders are better able to manage environment and natural resources, develop and use sustainable energy sources, cope with the impacts of environmental emergencies and maintain sustainable development.

Institutionalized legal framework for stronger national response to environment and natural resources and sustainable energy issues; Enhanced capacities of broad constituency of government, civil society, the private sector (SMEs, including micro-enterprises), academic institutions and other key stakeholders for advocacy and implementation of ENR and sustainable energy.

**Executing Entity/  
Implementing Partner:** Protected Areas and Wildlife Bureau-  
Department of Environment and Natural  
Resources (PAWB-DENR)

**Implementing Entity/  
Responsible Partners:** Department of Agriculture (DA),  
Department of Interior and Local  
Government (DILG), Department of Trade  
and Industry (DTI), Department of  
Tourism (DOT), National Commission on  
Indigenous People (NCIP), Philippine  
Commission on Women (PCW), Housing  
and Land Use Regulatory Board (HLURB),  
Conservation International-Philippines  
(CI-P), Haribon Foundation, Philippine  
Biodiversity Conservation Foundation,  
Inc. (PBCFI), Lake Mainit Development  
Alliance (LMDA), Philippine Eagle  
Foundation (PEF), and Fauna and Flora  
International (FFI).

## Narrative

From the results of the series of consultations with the Implementing Agencies and Responsible Partners, the following targets that BPP intend to achieve for the CY 2013 are listed below.

### ***Thematic Area No.1: Mainstreaming Biodiversity Impact Assessment***

- a) Proposed national framework for Bd-SEA
- b) Tools and Methods for Bd-SEA
- c) Training Manual for Bd-SEA at the national level (Partner National Government Agencies)
- d) Implementation Plan
- e) Trainings for Partner NGAs on the use of Bd-SEA conducted
- f) Draft Administrative Order for Bd-SEA
- g) Simplified Bd-SEA for LGUs

### ***Thematic Area No. 2: National Policy and Program for Biodiversity-friendly Agriculture Practices***

- a) Compilation of the existing Agricultural policies that promote and implement biodiversity friendly agricultural practices including conservation and utilization of indigenous species
- b) Trainers' Manual & Toolkit on BD responsive Agriculture & Fishery Modernization Planning (AFM) Modules
- c) Harmonized protocol for in situ conservation
- d) Draft initial standards and certification schemes
- e) Proposed national policy for BD-friendly agricultural practices
- f) Data/Information of LGUs' local ordinances related to agricultural practices reviewed
- g) Inventory of farmers/farmer organizations' agricultural practices

### ***Thematic Area No. 3: Strengthening the Enforcement of Wildlife Trade Regulations***

- a) Harmonized Administrative Guidelines on Wildlife Trade finalized and endorsed for adoption at the National level.
- b) Digitized data of species distribution of mammals
- c) Training Modules on surveillance, monitoring and mapping of illegally traded wildlife

### ***Thematic Area No. 4: Encouraging Biodiversity Friendly Business Activities***

- a) Framework on BD friendly businesses/livelihood/enterprises
- b) Training report on the capacity-building and training conducted for LGUs within project sites on LIIC relevant BD-friendly businesses.
- c) Draft LIIC of LGUs promoting BD friendly business
- d) 2013 IPP General guidelines inclusive of biodiversity
- e) Assessment and feasibility study report on potential BD friendly livelihood/enterprises

## **. Narrative**

- f) Report on value chain network for BD friendly products
- g) Sustainable Tourism-Biodiversity Conservation Framework
- h) Draft Business Concept for the sites with tourism potential.
- i) Report on the Assessment of existing structures of incentives and regulations to determine whether these are sufficient to attract investments.
- j) Business and Implementation Plan for selected pilot BD friendly livelihood/enterprises
- k) BD-enhanced Local Tourism Planning Guidebook for LGUs

### ***Thematic Area No.5: Integrating Biodiversity Conservation in Local Government Land Use and Development Planning***

- a) Procedural manual for mainstreaming BD in land use planning of LGUs
- b) Framework and tools for BD mainstreaming in the CDP and LDIP of LGUs
- c) Biodiversity Assessment Report in the eight demonstration
- d) BD responsive CLUPs
- e) Updated Management Plans of PAs
- f) Updated FLUPs
- g) Framework and Methodology for Transboundary Plan for KBAs
- h) Transboundary Plans for KBAs

### ***Thematic Area No. 6: Development of a Biodiversity Knowledge Management System***

- a) M&E System Manual
- b) Web-based KPMIS installed and operational
- c) IEC materials and reports
- d) System's Manual of Application (SMA) and Training Report on E-permitting & use of the Manual
- e) IEC Framework and Implementation Plan to articulate the BPP objectives and activities to obtain support for biodiversity conservation.
- f) Baseline data sets and Ecological Profile of the eight demonstration sites
- g) Communication Plan of RPs; local communication plans in the eight demonstration sites
- h) IEC materials and reports of the partners

### ***Project Management***

#### **Project Planning**

- a) 2013 Annual Work and Financial Plan
- b) Consolidated Annual Procurement Plan
- c) Revised Project Logframe
- d) 2014 Annual Work and Financial Plan

## Narrative

### *Project Management*

#### **Project Monitoring and Evaluation**

- e) APR/PIR, QPR and financial reports
- f) Site visit reports
- g) Report on the Spot checks and audits of RPs
- h) Inter-Agency Technical Working Group Meetings conducted
- i) Project Board meetings conducted
- j) Midterm Assessment Report


#### **Project Coordination and Supervision**

- k) Memorandum of Agreements (MoAs) with concerned partner organization
- l) Facilitation of planned purchases of the project
- m) Report/Documentation of the Technical and coordination meetings of other projects


Programme Period: 2013  
Programme Component: Energy and Environment  
Intervention Title: Partnerships for Biodiversity Conservation  
Budget Code: Project ID 00074945  
Duration: 2012-2016

Estimated annualized budget: US\$ 1,000,000  
Co-financing Government: Philippines  
Allocated resources: US\$  
• Government 1,700,000  
• Regular  
• Other: 326,000  
UNDP TRAC US\$


Agreed by:  
(Implementing Partner)

  
/ THERESA MUNDITA S. LIM  
Director  
Protected Areas and Wildlife Bureau

Agreed by:  
(NEDA on behalf of GOP)

  
ROLANDO G. TUNGPALAN  
Deputy Director General *man*

Agreed by:  
(UNDP)

  
TOSHIHIRO TANAKA *my*  
Country Director  
27 March 2013

**Partnerships for Biodiversity Conservation: Mainstreaming in Local Agricultural Landscapes  
(Biodiversity Partnerships Project)  
Summary of 2013 Work and Financial Plan**

**UNDP**  
Philippine Country Office Registry  
**ANNUAL WORK PLAN**

Date Received: 09-09-19  
Forward to: AS  
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Thematic Area	Planned Activities	Targets and Deliverables	Timeframe				Responsible Party		Source of Funds	Budget Description	Amount					
			1st	2nd	3rd	4th	Lead	Support			In PHP	In USD				
<b>Thematic Area No.1: Mainstreaming Biodiversity Impact Assessment</b>																
Output 1.1 Policy and tools for biodiversity impact assessments of national agricultural and natural resource policies, plans and programmes adopted by DA and DENR	Preparation and finalization of framework for Biodiversity Inclusive-Strategic Environmental Assessment (Bd-SEA)	Proposed national framework for Bd-SEA					PAMB-BPP Partner NGAs Local Responsible Partners	UNDP-GEF	Learning Costs	160,000.00	4,102.56					
			Preparation of the tools and methods for Bd-SEA										UNDP-GEF	Contractual Services	1,085,826.00	27,841.69
			Preparation of the Training Manual for Bd-SEA at the national level (Partner National Government Agencies)										UNDP-GEF	Local Consultant	438,628.00	11,246.87
			Preparation of the Implementation Plan													
			Conduct of Orientation and Trainings													
			Preparation of the draft Administrative Order for Bd-SEA													
	Preparation of simplified Bd-SEA for LGUs	Simplified Bd-SEA for LGUs														
<b>TOTAL</b>											<b>1,684,454.00</b>	<b>43,191.13</b>				
<b>Thematic Area No. 2: National Policy and Program for Biodiversity-friendly Agriculture Practices</b>																
Output 1.2 National-level policy, program and technical capacity to support biodiversity-friendly agricultural practices	Review of the existing Agricultural policies	Compilation of the existing Agricultural policies that promote and implement biodiversity friendly agricultural practices including conservation and utilization of indigenous species					Department of Agriculture Local Responsible Partners	UNDP-GEF	Learning Costs	3,210,532.45	82,321.34					
			Conduct Training for DA Pool of Trainers										UNDP-GEF	Professional Services	153,000.00	3,923.08
			Compilation of available protocols for in situ conservation of indigenous crops, livestock and poultry and fish species										UNDP-GEF	Information Technology Equipment	321,210.00	8,236.15
			Preparation of standards and certification schemes for BD-friendly agricultural production practices.													

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	Development of a national policy for BD-friendly agricultural practices	Proposed national policy for BD-friendly agricultural practices																			
Output 3.3 Biodiversity-Friendly agricultural practices (eg. use of indigenous crop varieties), achieved via enhanced and extended standards and associated certification processes	Data/Information scanning of LGUs local ordinances related to agricultural practices	Data/Information of LGUs' local ordinances related to agricultural practices reviewed	Local Responsible Partners		UNDP-GEF	Contractual Services	2,730,000.00		70,000.00												
	Inventory of farmers/farmer organizations' agricultural practices	Inventory of farmers/farmer organizations' agricultural practices																			
TOTAL							6,414,742.45		144,480.58												
<b>Thematic Area No. 3: Strengthening the Enforcement of Wildlife Trade Regulations</b>																					
Output 1.3 Enhanced national-level system for regulation of trade in wild plant and animal resources	Finalization of guidelines- Harmonization of Administrative Issuances on Wildlife Trade	Harmonized Administrative Guidelines on Wildlife Trade finalized and endorsed for adoption at the National level.			UNDP-GEF	Learning Costs	180,000.00		4,615.38												
	Enhancement of the PAWB info & data mgt. systems to complete data set on wildlife distribution	Digitized data of species distribution of mammals			UNDP-GEF	Local Consultant	359,500.00		9,217.95												
Output 2.4 Strengthened local regulation of trade in wild plant and animal resources	Development of Training modules on surveillance, monitoring and mapping of illegally traded wildlife	Training Modules on surveillance, monitoring and mapping of illegally traded wildlife			UNDP-GEF	supplies	49,078.52		1,258.42												
					UNDP-GEF	Contractual Services	1,371,721.13		35,172.34												
TOTAL							1,960,299.65		50,264.09												
<b>Thematic Area No. 4: Encouraging Biodiversity Friendly Business Activities</b>																					
Output 1.4 Policies to encourage investments in biodiversity-friendly business opportunities	Assessment of BD-friendly businesses in demo sites	Framework on BD friendly businesses/livelihood/enterprises			DTI DOT UP ISSI	Local Responsible Partners			1,230,618.63											31,554.32	
	Capacity-building and training of LGUs for the preparation of LIC with to attract BD-friendly businesses	Training report on the capacity-building and training conducted for LGUs within project sites on LIC relevant BD-friendly businesses.							138,000.00												3,538.46
	BD Friendly Businesses & Market-led Opportunities Incorporated in the National Investments policies/guidelines	Draft LIC of LGUs promoting BD friendly business							420,000.00												10,769.23
	Assessment and pre and feasibility studies of livelihood and alternative enterprises for communities within the demo sites	2013 IPP General guidelines inclusive of biodiversity							2,334,228.08												59,852.00
		Assessment and Feasibility study report on potential BD friendly livelihood/enterprises																			
		Report on value chain network for BD friendly products																			

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**Thematic Area No. 6: Development of a Biodiversity Knowledge Management System**

Output 1.5 National-level systems for knowledge management	Operationalizing the BPP M&E System in the KMS.	M&E System Manual	DENR-PAWB	Local Responsible Partners	UNDP-GEF	Learning Costs	262,563.20	6,732.39
	Establishment of KMS at PAWB in collaboration w/ DENR agencies & partners	Web-based KPMIS installed and operational			UNDP-GEF	Travel	400,000.00	10,256.41
	Development of IEC materials (PMU)	IEC materials and reports			UNDP-GEF	Local Consultants	1,597,000.00	40,948.72
	Development and production of the System's Manual of Application (SMA) for E-CITES and Capacity building on E-permitting & use of the Manual	System's Manual of Application (SMA) and Training Report on E-permitting & use of the Manual			UNDP-GEF	Contractual Services	4,050,597.00	104,117.87
Output 2.6 Intra-LGU data and knowledge-sharing and advocacy network to synthesize and project lessons learned into national policy- and decision-making.	Conduct of IEC and BPP promotion activities	IEC Framework and Implementation Plan to articulate the BPP objectives and activities to obtain support for biodiversity conservation.			UNDP-GEF	supplies	50,000.00	1,282.05
Output 3.7 Data and knowledge management to underpin preceding themes	Establishment/gathering of baseline information for eight demonstration sites	Baseline data sets and Ecological Profile of the eight demonstration sites			UNDP-GEF	materials and goods	180,000.00	
	Implementation of a broad-based conservation awareness campaign to impart conservation values to civil society, local leaders and stakeholders in the eight pilot sites.	Communication Plan of RPs; local demonstration plans in the eight demonstration sites				Equipment & Furniture	1,200,000.00	30,769.23
		IEC materials and reports of the partners						
<b>TOTAL</b>							<b>7,750,160.20</b>	<b>198,722.06</b>
Project Management	Project Planning	Project Planning						
	Review of AWWP submitted by Responsible Partners	2013 Annual Work and Financial Plan	DENR-PAWB		UNDP-GEF	Learning Costs	414,000.00	10,615.38
	Preparation of the consolidated 2013 Annual Work and Financial Plan	Consolidated Annual Procurement Plan			UNDP-GEF	Travel	163,420.00	4,190.26
	Preparation of the Annual Procurement Plan	Revised Project Logframe			UNDP-GEF	Contractual Services	2,793,051.00	71,616.69
	Review of Project Log-frame	2014 Annual Work and Financial Plan				Professional Services	350,000.00	8,974.36
	Assessment and Work Planning Workshop for 2014							
	Project Monitoring and Evaluation	Project Monitoring and Evaluation			UNDP-GEF	Rental & Maintenance of Other Equipment	24,000.00	615.38
	Preparation of the APR, PIR, CPR and financial reports	APR/PIR, CPR and financial reports						
	Review of Inception Reports by partners							
	Review of quarterly reports submitted by RPs							
	Conduct of site visits	Site visit reports			UNDP-GEF	Miscellaneous Expenses/Audio	12,250.00	314.10
	Conduct of spot checks and audits of RPs	Report on the Spot checks and audits of RPs			UNDP-GEF	Stationery and Other Office Supplies	9,000.00	230.77

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	Conduct of Inter-Agency Technical Working Group meetings	Inter-Agency Technical Working Group Meetings conducted							UNDP-GEF	Comm. & Audio Visual Equipment	68,676.00	1,760.92
	Conduct of Project Board meetings	Project Board meetings conducted							UNDP-GEF	Rental & Maintenance - Premises	63,804.00	1,636.00
	Midterm Assessment	Midterm Assessment Report							UNDP-GEF	Legal Fees	1,800.00	46.15
	Project Coordination and Supervision Facilitation of planned purchases of the project	Project Coordination and Supervision Memorandum of Agreements (MoAs) with concerned partner organization Facilitation of planned purchases of the project										
	Participation in technical and coordination meetings of other projects	Report/Documentation of the Technical and coordination meetings of other projects										
	Assistance in conduct of BPP-sponsored trainings and workshops											
Total Project Management											3,900,001.00	100,000.03
GRAND TOTAL											39,000,002.64	1,000,000.07

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